



Minutes NV COMMUNICATIONS STEERING COMMITTEE

DATE	May 6, 2003
TIME	1:00 pm – 3:00 pm
LOCATION	505 East King Street – Carson City 3811 W Charleston – Las Vegas
RECORDER	Maggie Thorne

ATTENDANCE

Carson City Members	Present	Las Vegas Members	Present
Terry Savage, Chair, Dept of Information Technology	✓	Doug Carriger, Lincoln County	✓
Robert Chisel, Dept of Transportation	✓	Bill Donahoe, US Dept of Energy	
Neil Harris, Elko County Sheriff's Office		Ray Flynn, Las Vegas Metro Police Dept	✓
Alex Haartz, NV Health Division		Bob Lossle, FBI	✓
Freeman Johnson, Dept of Conservation & Natural Resources	✓	Dave Edwards sitting in for James Spinello, Clark County	✓
Dave Hosmer Dept of Public Safety	✓	Lou Amwell sitting in for Jack Staley, LV Valley Water District	✓
Dan Newell, City of Yerington	✓		
Tom Gadd sitting in for Ralph Jaek, City of Reno	✓		
Bill Welch, NV Hospital Association			

Staff

Name	Present	Name	Present
Mark Blomstrom, Dept of Information Technology		Tony Clark sitting in for Shane Chesney, Attorney General's Office	✓
Maggie Thorne, Dept of Information Technology	✓	Dave McTeer Dept of Administration	
Jim Wilson, Clark County/SNACC	✓		

I. CALL TO ORDER

Terry Savage call the meeting to order at 1 AM. The meeting was televised between Carson City and Las Vegas.

II. INTRODUCTIONS, MINUTES, ADJUSTMENTS TO AGENDA

Mr. Savage asked for a roll call. Mr. Savage asked that future agendas include a line item for "public comment" from 2:45 – 3:00 pm. No other adjustments to the Agenda were made. The minutes from the March 4 meeting were approved as written.

III. USE OF ALTERNATE – VOTING BY ALTERNATIVE

Terry discussed the need for members only to attend the meetings and not send alternates. In the case of Public Safety, since most of the radio communication is in the highway patrol area, Dave Kieckbusch felt that someone should hold representation on the Committee from Highway. Dave Hosmer agreed to accept this appointment. Terry emphasized that this Committee should be comprised of the decision makers/ stakeholders and that the Technical Subcommittee would be the technical personnel. Terry indicated that the Committee would not use alternates for voting and alternates should not be used on a regular basis, however they are welcomed to represent the primary member when absolutely necessary.

IV. INTEROPERABILITY DEFINITION

After much discussion, a motion was made by Freeman Johnson and seconded by Dan Newell to approve the following definition for interoperability: Motion carried.

"Interoperability is the ability of appropriate officials and personnel to communicate by radio across jurisdictions and with each other, as needed and in real time."

V. FORMATION OF TECHNICAL SUBCOMMITTEE

Terry introduced James Wilson (Communications Systems Manager for the Southern Nevada Area Communications Council- SNACC) to speak on behalf of the Technical Subcommittee. Mr. Wilson read a draft of a proposed mission statement for the Technical Subcommittee:

"To support the Nevada Communications Steering Committee by providing technical guidance for creating effective policies for communications interoperability for the State of Nevada."

Mr. Wilson presented the list of members who have agreed to serve on the Technical Subcommittee:

Technical Subcommittee

- James Wilson, Communication Systems Manager - Southern Nevada Area Communications Council
- Michael Garnich, Communications Administrator - North Las Vegas Police Dept
- Robb Johnson, Systems Director, Communications - Las Vegas Metropolitan Police Dept
- Lou Amell, Communications Superintendent - Las Vegas Fire & Rescue, Fire Alarm Office
- Ken Adams, Deputy Chief of Communications - State of Nevada, Department of Information Technology
- Bill Hance, Communication System Supervisor - State of Nevada, Department of Information Technology
- Richard Sheldrew, Communications Manager - Nevada Department of Transportation
- Hector Quiroga, Telecommunications Coordinator II - Nevada Department of Transportation
- Eric Eggen, Communication System Manager - Nevada Division of Forestry
- Andrew Gagliardo, Communications Technician - Clark County, Center for Enterprise Information Technology

Mr. Wilson indicated Maggie Thorne had sent him a recommendation for this committee submitted by NCSC member Neil Harris. He said he has not spoken to the individual or Mr. Harris, but would be following up with him.

Mr. Wilson said that the Subcommittee stands ready to accept tasks from the policy makers to assist in any technical decisions that need to make from this Subcommittee.

Mr. Savage asked that the NCSC take a few minutes to discuss the roles they see between NCSC and the Technical Subcommittee. He emphasized to the Subcommittee that they should not wait for issues to come from NCSC. If the Subcommittee feels there is a technical issue that they want to address or recommend that they should feel free to do so. He asked that the Subcommittee look for issues that they feel are important to discuss. Mr. Wilson agreed with Mr. Savage and said that he would get the committee together for a kick-off to discuss "who we are", "what are abilities are", "Our backgrounds" and "ideas" to formulate and bring back to NCSC as a sense of information. Mr. Savage stated that there would be a regular spot on the NCSC agenda for the Technical Subcommittee to report.

It was agreed that NCSC would set policies; the Subcommittee would provide the technical guidance.

VI DRAFT PRINCIPLES/HIGH LEVEL REQUIREMENTS POINTS

In the absence of Mark Blomstrom, this item was tabled to address at the next NCSC meeting.

VII. DRAFT GRANT APPLICATION

Mr. Savage asked the members to review the draft presented for a grant application. The Las Vegas members asked to have clarification on "ESF #2 EOP plan." Freeman Johnson said ESF is a function within the Emergency Operations Center of approximately 13 functions. It was asked whether this plan should be distributed to the Committee for review. Mr. Johnson said it was available through the Division of Emergency Management. It was noted that some of the requirements NCSC wants to meet is to support that Plan.

Mr. Savage asked for approval from the committee of this draft as concept in order to go forward to complete the grant application. It was agreed that NCSC would select a smaller group of members to review the consultant before hiring. Dave Hosmer requested that the consultant prepare a report for the Technical Subcommittee so that they can evaluate it. Mr. Savage told Mr. Wilson that his Subcommittee had their first task, which would be to draft a requirements definition for what this study should be doing. He directed Mr. Wilson to get that accomplished before the next NCSC meeting and send it to all members.

A motion was made and approved to accept the draft grant application.

VIII CONTINUED UPDATE ON STATUS GRANTS

Mr. Savage said this agenda item would be a continuing discussion. He emphasized that there is little state money and the committee needs to be on the lookout for grant opportunities to assist NCSC in what they want to accomplish over the next several years.

It was mentioned that the Department of Justice has money for security and interoperability – that there are two line items for both of those. Alan Rogers (DPS)

indicated that DPS is pursuing funds for the data encryption project for the State of Nevada.

Freeman Johnson asked the members if anyone knew of a Federal Grant Clearing House location (single point of contact) in the State or would it be DEM. Jerry Bussell (Homeland Security) said DEM is definitely the lead agency, but to cut through the chase, go right to Frank (Siracusa).

XI. LEGISLATIVE UPDATE

Mr. Savage brought to the attention of NCSC that this Committee is actually chartered as a subcommittee to the Nevada Homeland Security Committee and there have been a couple of efforts to formalize that in statute.

SB175 (Security) passed the Senate a few weeks ago and is now going before the Judiciary Committee on May 9. Jerry Bussell complimented Mr. Savage on his tenacity with this bill. It was ask by Dave Edwards (Clark County) if any thought was given to include local government documents in that bill. Mr. Savage said not explicitly in the text of the legislation, but if in fact the Homeland Security Committee has local government representatives and the committee needs to review those documents, to that extent they would be covered. I don't think the current language of the bill gives the locals also the authority. Mr. Savage asked Maggie Thorne to make this an action item for him on this bill.

AB144 – Mr. Savage asked if anyone had comments regarding this bill. It was noted that several had problems with sections 30 and 31. Those two sections involve prohibitions in terms of being able to purchase communications systems that don't comply with this plan. It was seen as a disaster simply because there are so many existing systems in the State and having language that says you can't even purchase replacement parts if it doesn't comply with the plan will almost guarantee that the State will be behind the power curve forever. Jerry Bussell said that this concern has already been expressed to the legislature by local government agencies and they are seeking more time. It was viewed by all members there are many issues opposing this bill.

X. OTHER ISSUES

Archie Alexander asked that the Department of Corrections participate on the Technical Subcommittee, as they are actively involved in radio communications. Mr. Savage asked Ms. Thorne to put Mr. Alexander in touch with Mr. Wilson.

Maggie commented that the Committee needs to adopt a mission statement. She said she would e-mail all members the current mission draft for them to edit and return to her. She will compile the responses and present the results at the next meeting.

Action Items:

1. Mr. Savage to see that SB175 includes local government.
2. Mr. Wilson to have the Technical Subcommittee prepare a requirements document and send to the NCSC before it's next scheduled meeting.
3. Add on all future agendas a line item for "public comment".
4. Ms. Thorne to send all members a copy of the mission statement to review and submit their changes to her.
5. Mr. Wilson, Mr. Savage and Mr. Myler to talk off line with regards to setting up the first meeting of the Technical Committee and what needs to be done for that preparation.

XI. Public Comment

Cody Whipple (Macintosh Communications) inquired whether the meetings of the Technical Subcommittee would be open to the public? Mr. Glade Myler (Counsel for the Homeland Security Committee) indicated it would have to be open because there is no legislation allowing closed meetings. Mr. Savage said that after June 3rd we would have a clearer picture on where NCSC and the Technical Subcommittee would stand with regards to open meetings.

XII. ADJOURNMENT

With no further business to discuss, the meeting was adjourned at 2:15 pm

Future Meeting: June 3, 2003 – 1:00 – 3:00 pm

Carson City: Division of Emergency Management, 2525 S. Carson Street

Vegas: Governor's Conference Room, 555 E. Washington Street

Minutes are posted on the website at: <http://doit.nv.gov/ncsc.htm>

Questions Call: 775-684-5859 or email maggiet@doit.state.nv.us

Draft minutes submitted by Maggie Thorne, 5/8/03

APPROVED: _____ DATE: _____